

Federal Career Intern Program (FCIP)

Purpose

The purpose of the program is to assist our agency in recruiting and attracting exceptional men and women who have a variety of experience, academic disciplines, or competencies necessary for the effective analysis and execution of public programs. This is a full-time, two-year training program offering Federal benefits as well as promotion opportunity. Employees will be eligible for conversion to career-conditional status upon completion of the 2-year program.

Positions Covered in the Program

The FCIP is a non-competitive hiring tool. Positions may be filled at the GS-7 level which are not covered under the Luevano Consent Decree (commonly referred to as Administrative Careers with America positions), and GS-9 level, provided the particular position is consistent with the strategic direction specified in the CMS workforce plan.

Some examples of CMS positions include: Health Insurance Specialists, Information Technology Specialists, Accountants, Actuaries, Financial Management Specialists, Budget Analysts, Management Analysts, Social Science Research Analysts and Visual Information Specialists.

Eligibility

In order to be eligible for the FCIP, applicants must qualify for the GS-9 level for any positions covered by the Luevano Consent Decree (commonly referred to as Administrative Careers with America (ACWA) positions). Positions not covered by the Decree may be filled at the GS-7 level.

Applicants must meet the basic qualification requirements for the specific positions, including any positive education requirements. To qualify for the GS-9 position, applicants must have a master's degree or equivalent, or 52 weeks of related work experience at the GS-7 level. In order to qualify for those positions that may be filled at the GS-7 level (these are usually Actuary or Accountant positions only), the applicant must have 52 weeks of related work experience at the GS-5 level, or a bachelor's degree with superior academic achievement (3.0 GPA or above).

Non-U.S. citizens may be initially appointed under the FCIP hiring authority, provided the Immigration and Naturalization regulations governing the employment of non-citizens are met and there is no appropriations act prohibiting payment of salaries to citizens of that foreign country. However, U.S. citizenship is required for the conversion to career-conditional status upon completion of the 2-year training program. For more information on the employment of non-citizens, please visit OPM's USAJOBS website.

How to Apply

To be considered for the program, please submit the following information to the FCIP Coordinator via mail, email or fax:

- Resume, including social security number;

- Transcript from any colleges attended;
- A copy of a DD-214 for any military service (if applicable).

This program has no closing date and applications are continuously accepted. Please provide an email address with your application for a quicker reply regarding whether or not you qualify for the program. If you qualify for the program, your information will be kept on file for one year following the date of receipt.

Materials may be submitted to:

FCIP Coordinator
Centers for Medicare and Medicaid Services
7500 Security Boulevard MS-BHRC
Baltimore, Maryland 21244-1850

Email: BHRC_Help_Desk@cms.hhs.gov

Fax: 410-786-0927

If you have any questions regarding your FCIP application, please contact Arlene Bell at arlene.bell@cms.hhs.gov or by phone at 410-786-0800.